

**LYNNWOOD PARKS AND RECREATION BOARD**  
**MEETING MINUTES**  
**October 5, 2016**

10. Call to Order – 7:00pm.

20. Roll Call

Boardmember Hanson	Councilmember Ross
Boardmember Hildebrandt	Director Sordel
Boardmember Megill	Deputy Director Olson
Boardmember Thompson	Administrative Assistant Flesher

30. Approval of Minutes – September 7, 2016. Approved.

40. Written Communications – None.

50. Public Comments – None.

60. Comments from Boardmembers.

Boardmember Megill reported that he had kept up with the Board materials during his absence. He is amazed at the great things the department is doing and feels privileged to serve on the advisory board.

Boardmember Hanson reported that the Fair on 44<sup>th</sup> Event was fantastic. It was great to see so many people and families engaged and learning about the City. Day-of signage at street level might have been helpful.

Boardmember Hildebrandt agreed that it was a perfect event to pull in families and it was great to see the kids enjoying the activities. She also mentioned that she is excited about the upcoming For the Love of Lynnwood community meeting.

70. Resolutions and Other Business – None.

80. Staff Reports.

80.1 2017-2018 Budget. Director Sordel indicated that staff had drafted a budget presentation for Council's October 19 meeting. He presented the PowerPoint and asked Boardmembers for their comments.

Boardmembers provided the following notes on the draft presentation:

- Cost recovery information is valuable
- Elaborate/explain the detail of the additional funding requests but don't spend a lot of time on them
- Elaborate on the park maintenance CPTED/safety activities: clearing, limbing trees, increasing visibility, installing cameras, etc.
- General suggestions on select photographs
- Call out the summary line of the FTE chart
- Balance photographs with additional text on the slides
- Transitions were good; there was a good flow to the presentation
- Balance the time spent on the various program areas

- Budget drivers information is valuable
- Resident investment slide doesn't add value for this presentation
- Check that colors and photographs display well in Council Chambers

Boardmember Hildebrandt asked how the BFO process had informed the department's work on the budget. She asked if there might be a way to highlight the outcomes at the beginning of the presentation. Deputy Director Olson responded that this year's process was "BFO Light," which focused mainly on assembling costs by program. Boardmember Megill noted that the department has been doing its own version of this for many years.

Deputy Director Olson indicated that outcomes were developed as part of the budget documents, but that making this part of the process more meaningful would take extensive staff training and time. Director Sordel noted that the department has always had good metrics and data, but developing and measuring more extensive outcomes would be a work in progress.

80.2 Staff Report. A staff report was provided.

Boardmember Megill asked about the idea of the walkway outside of the Recreation Center. Director Sordel responded that this was a conceptual idea at this time.

Boardmember Thompson asked about the status of park impact fees. Deputy Director Olson indicated that it is a work in progress and would likely move forward in the first quarter of 2017.

90. Messages from the City Council. None.

100. Adjournment – The meeting was adjourned at 8:47 p.m.